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FM: CNO WASHINGTON DC//N46//

Subject: COMPETATIVE SOURCING PROGRAM ACTIVITY 01-02, CAMIS

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MSGID/GENADMIN/CNO WASHINGTON DC//

SUBJ COMPETITIVE SOURCING PROGRAM ACTIVITY 01-02, CAMIS

/PASS TO STRATEGIC SOURCING COMMERCIAL ACTIVITIES POINTS OF CONTACT//

REF/A/OPNAVINST/4860.7D/07JUN1999//

NARR/REF A IS OPNAVINST 4860.7C TITLED "NAVY COMMERCIAL ACTIVITIES PROGRAM".//

RMKS/1. BACKGROUND. THE NAVY COMMERCIAL ACTIVITIES MANAGEMENT INFORMATION SYSTEM (CAMIS) IS A DATABASE THAT RECORDS INFORMATION ON A-76 STUDIES AND ON FUNCTIONALITY ASSESSMENTS. THE A-76 SIDE OF THE DATABASE IS A LEGAL REQUIREMENT. THE NAVY IMPLEMENTS THESE LEGAL REQUIREMENTS THROUGH THE REPORTING REQUIREMENTS OUTLINED IN APPENDIX C OF REF A. QUARTERLY, NAVY SUBMITS THE INFORMATION IN THE A-76 SIDE OF THE DATABASE TO DOD.

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THESE SUBMISSIONS ARE INCREASINGLY SCRUTINIZED BY DOD TO ENSURE DATA INTEGRITY, COMPLIANCE WITH REGULATIONS AND CONFORMANCE WITH THE PPBS DATA CONTAINED IN N-5 AND PB42. INCREASINGLY, ERRORS AND OMISSIONS ARE BEING DISCOVERED IN THE NAVY DATA. THE FOLLOWING ACTIONS HAVE BEEN TAKEN OR PLANNED TO ADDRESS THIS PROBLEM: FIELD DATA ENTRY AND IMPROVED ERROR CHECKING.

2. FIELD DATA ENTRY. NAVY CAMIS IS A WEB-ENABLED DATABASE ACCESSIBLE TO NAVY HEADQUARTERS AND SECOND ECHELON HEADQUARTERS (CLAIMANTS). FIELD ACTIVITIES, WHERE THE ACTUAL STUDIES ARE IN PROGRESS, HAVE BEEN EXCLUDED FROM DATA ENTRY TO REDUCE THE WORKLOAD ASSOCIATED WITH ADMINISTERING DATABASE SECURITY AND ACCESS. THIS LIMITATION REQUIRED THAT DATA FROM THE FIELD BE RELAYED TO CLAIMANT HQ IN THE FORM OF E-MAIL, MESSAGE, FAX OR LETTER AS PROVIDED IN REF A. TO IMPROVE TIMELINESS AND ACCURACY OF DATA ENTRY, CAMIS HAS BEEN MODIFIED TO PROVIDE FOR DIRECT INPUT FROM THE FIELD. INITIALLY, ONLY THE THREE MOST TIME CRITICAL REPORTS HAVE BEEN CONVERTED TO DIRECT SUBMISSION, THE SOLICITATION REPORT, THE TENTATIVE DECISION REPORT AND THE FINAL DECISION REPORT.

A. SOLICITATION REPORT. THE SOLICITATION REPORT IS COMPLETED

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WITHIN 10 WORKING DAYS OF THE INITIAL ISSUE OF THE SOLICITATION. THE REPORT PROVIDES INFORMATION ABOUT SOLICITATIONS ISSUED INCIDENT TO A-76 COMPETITIONS AND DEFINIES THE NAVY WORKFORCE CURRENTLY PERFORMING THE TASKS IN THE PWS.

B. TENTATIVE DECISION REPORT. THE TENTATIVE DECISION REPORT IS COMPLETED WITHIN 3 WORKING DAYS OF THE TENTATIVE DECISION OF THE COST COMPARISON, BEFORE ANY ADMINISTRATIVE APPEALS ARE RESOLVED. THIS REPORT IS AN INITIAL ESTIMATE OF MANY OF THE PARAMETERS ASSOCIATED WITH THE DECISION. IT IS USED FOR INFORMATION PURPOSES AND IN THE CASE OF A DECISION TO CONVERT TO CONTRACT, TO BEGIN THE STAFF WORK ASSOCIATED WITH CONGRESSIONAL NOTIFICATION OF INTENT TO CONTRACT. THE TEMPLATE FOR THIS REPORT IS NOW AVAILABLE AT [HTTP://CAMIS.N4.HQ.NAVY.MIL](http://CAMIS.N4.HQ.NAVY.MIL) UNDER "SUBMIT FIELD REPORTS". THE FIELD ACTIVITY OPENS THE TENTATIVE

DECISION TEMPLATE THAT IS APPROPRIATE TO THE SITUATION AND ENTERS THE UNIQUE CAMIS STUDY NUMBER IN THE FORMAT: NC19970001. THE ON-LINE HELP FEATURE CONTAINS ALL OF THE FIELD DEFINITIONS. SOME OF THE ENTRIES CONTAIN ERROR CRITERIA TO REDUCE ERRONEOUS DATA. THE TENTATIVE DECISION REPORT DATA IS ENTERED INTO THE FORM, SCANNED COPY OF THE SIGNED COST COMPARISON FORM COMPLETED PAGE 04 RUENAAA0511 UNCLAS

TO IS ATTACHED AND THE REPORT IS SUBMITTED. THE COMPLETED REPORT DOES NOT AUTOMATICALLY UPDATE THE CAMIS RECORD FOR THE STUDY. SUBMITTING THE COMPLETED REPORT ALERTS OPNAV N465, 3SO AND THE COGNIZANT CLAIMANT HQ. THE CLAIMANT HQ THEN REVIEWS A SIDE-BY-SIDE COMPARISON OF THE EXISTING CAMIS DATA VS. THE SUBMITTED REPORT. THE CLAIMANT CAN THEN ACCEPT THIS REPORT INTO CAMIS, REJECT IT OR POSTPONE ACTION. THE REPORT REMAINS AVAILABLE FOR VIEWING AS A PART OF THE CAMIS RECORD.

C. FINAL DECISION REPORT. THE FINAL DECISION REPORT IS COMPLETED WITHIN 3 WORKING DAYS OF THE END OF THE ADMINISTRATIVE APPEAL PERIOD. THE REPORT CONTAINS THE FINAL DECISION DATA AND REFINED ESTIMATED OF THE IMPACT OF THE DECISION. FOR DECISIONS TO CONVERT TO CONTRACT THE REPORT IS USED FOR THE CONGRESSIONAL NOTIFICATION OF INTENT TO CONTRACT WHICH MUST BE DELIVERED PRIOR TO BEGINNING CONTRACT PERFORMANCE. THE TEMPLATE FOR THE FINAL DECISION REPORT IS ALSO AVAILABLE AT [HTTP://CAMIS.N4.HQ.NAVY.MIL](http://CAMIS.N4.HQ.NAVY.MIL) UNDER "SUBMIT FIELD REPORTS". THE METHODOLOGY FOR SUBMITTING AND ACCEPTING THESE REPORTS IS THE SAME AS FOR THE TENTATIVE DECISION REPORT ABOVE. A SCANNED COPY OF THE SIGNED, COMPLETED COST COMPARISON FORM MUST BE ATTACHED.

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D. OTHER REPORTS. REF A, APPENDIX C REQUIRES INITIAL AND QUARTERLY POA&MS, POST CONVERSION REPORTS OR MEO IMPLEMENTATION REPORTS AND ANNUAL UPDATE REPORTS FOR A-76 COST COMPARISONS AND POST CONVERSION REPORTS AND ANNUAL UPDATE REPORTS FOR DIRECT CONVERSIONS IN ADDITION TO THE REPORTS COVERED HERE. THESE REPORTS WILL BE CONVERTED TO DIRECT SUBMISSION ON AN ACCELERATED TIMETABLE.

E. IMPLEMENTING INSTRUCTIONS. THE INSTRUCTIONS FOR SUBMITTING THE TENTATIVE DECISION REPORT AND THE FINAL DECISION REPORT IN REF A ARE MODIFIED TO REQUIRE SUBMITTING DATA AS OUTLINED ABOVE EFFECTIVE OCT 2000. CONVERSION OF OTHER REPORTS TO DIRECT SUBMISSION WILL BE DIRECTED WHEN THESE FEATURES ARE READY.

3. IMPROVED ERROR CHECKING. CAMIS HAS BEEN MODIFIED TO DO MORE ERROR CHECKING AND INTERNAL VALIDATION. AS EXAMPLES, AN EXPLANATORY COMMENT WILL BE REQUIRED BEFORE A STUDY CAN HAVE IT'S STATUS CHANGED TO "CANCELLED". THESE CHECKS WILL HELP REDUCE FUTURE INCONSISTENT DATA.

4. IN RESPONSE TO REPEATED USER REQUESTS, CAMIS HAS BEEN MODIFIED TO ALLOW CLAIMANTS TO VIEW DATA ASSOCIATED WITH OTHER CLAIMANTS. WE HOPE THIS WILL ENCOURAGE SHARING OF BEST

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PRACTICES AND LEAD TO ADDITIONAL OPPORTUNITIES TO COMBINE STUDIES OF SIMILAR FUNCTIONS IN A GEOGRAPHIC AREA ACROSS CLAIMANT LINES.

5. FIELD ACTIVITIES AND CLAIMANTS MUST ALSO PARTICIPATE IN OUR EFFORTS TO IMPROVE CAMIS DATA INTEGRITY. PROMPT SUBMISSION AND REVIEW OF REPORTS IS REQUIRED. RESOLVING ACTION ITEMS IN THE "PROGRESS REPORTS" WILL RESOLVE OTHER ISSUES SUCH AS MISSED

SUBMISSION DEADLINES. FOLLOWING THE GUIDANCE CONTAINED IN
ONLINE "HELP" IMPROVE THE DATA SIGNIFICANTLY. REALIZING THAT
THIS IS A CONTROVERSIAL PROGRAM, WE MUST ALL STRIVE TO KEEP OUR
LEGAL RECORD OF THE PROGRAM CLEAR, CONCISE AND ACCURATE.
6. THE FOLLOWING STRATEGIC SOURCING PROGRAM ADVISORIES REMAIN
IN EFFECT: 98-06, 99-06, 07, 09, 00-01, 02, 03, 04, 06, 07, 08,
09, 00-01 AND 00-02. THIS MSG AND ALL OTHER EFFECTIVE STRATEGIC
SOURCING PROGRAM ADVISORIES ARE POSTED ON THE STRATEGIC SOURCING
SUPPORT OFFICE WEB PAGE AT [HTTP://HELP.N4.HQ.NAVY.MIL](http://help.n4.hq.navy.mil). QUESTIONS
MAY BE ADDRESSED TO OPNAV N465 AT (703) 601-1613 OR THE 3SO AT
(901) 874-7040.///
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